

ARTICLE 23

THE FINANCE COMMITTEE

Section 1 Composition, Term of Office

There shall be a Finance Committee, consisting of fifteen (15) citizens of the Town, other than Town Officers, appointed or elected. The Moderator shall appoint five (5) members each year for a term of three (3) years, the terms of said members to expire on the first day of May. No committee member shall serve for more than four (4) terms of a total of twelve years. Any member of said Committee who shall file for any Town elective office except that of Town Meeting Member, or who shall be appointed to any Town Office except that of a member of a bargaining committee or of the Industrial Council, shall forthwith upon his qualification in such office if appointive or upon such filing if elective, and any member who shall remove from the Town shall upon such removal, cease to be a member of said Committee.

Section 2 Executive Secretary

The Finance Committee may employ, subject to an appropriation therefor, an Executive Secretary.

Section 3 reserved.

Section 4 Report, Recommendations

The Finance Committee shall consider all matters of business included within the articles of any warrant for a Town Meeting, and shall, after due consideration, report thereon, in print, its recommendation as to each article. The Finance Committee shall distribute its said report to each of the Town Meeting Members at least ten (10) days in advance of a Town Meeting, except where compliance with this provision would defeat the purpose of a Special Town Meeting. The said recommendations shall be those of a majority of the appointed Committee at the time of the vote, but this shall not be construed to prevent recommendations by a minority as such. The Committee Report shall also state the total amount of the appropriations recommended by them on the entire Warrant and the approximate tax rate based on such recommendations. Said report for the Annual Town Meeting shall also contain a statement of the doings of the Committee during the year, with any such recommendations or suggestions as it may deem advisable on any matters pertaining to the welfare of the Town.

Section 5 Audits

The Finance Committee shall have the authority at any time to investigate the books, accounts and management of any department of the Town, and to employ such expert and other assistance as it may deem advisable for that purpose, and the books and accounts of all departments and officers of the Town shall be open to the inspection of the Committee and any person employed by it for the purpose. The Committee may appoint subcommittees and delegate to them such of its power as it deems expedient.

Section 6 Budget Presentation

The various Town Boards, Officers and Committees charged with the expenditure of Town money shall, not later than the first of November of each year, prepare detailed estimates of the amounts deemed by them necessary for the administration of their respective offices or departments for the ensuing fiscal year, with explanatory statements of the reasons for any changes from the amounts appropriated for the same purpose in the preceding year. They shall also prepare estimates of all probable items of income which may be received by them during the ensuing year in connection with the administration of their departments or offices, and a statement of the amount of appropriation requested by them for the ensuing fiscal year. Such estimates and statements shall be filed with the Town Comptroller or Town Accountant who shall at once transmit same to the Finance Committee.